



U.S. Department of Housing and Urban Development
Houston Field Office, Region VI
Office of Community Planning & Development
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January 27, 2025

Arthur Roach, Manager
Community Development
City of Bryan
1803 Greenfield Plaza
Bryan, TX 77802

Dear Mr. Roach:

Subject: End of Year Assessment for Program Year (PY) 2023
October 1, 2023, through September 30, 2024

The Housing and Community Development Act of 1974, as amended, and the National Affordable Housing Act of 1990, require that grant recipients submit annual performance reports for the programs covered under these Acts. The Acts require the Secretary of Housing and Urban Development (HUD) to determine annually that the grant recipient is following these statutes. One of the documents used to conduct the assessment is the Consolidated Annual Performance and Evaluation Report (CAPER). Bryan's CAPER was received electronically through the Integrated Disbursement and Information Systems (IDIS) eCon Planning Suite on December 20, 2024. The report was timely as it was received within 90 days of the end of the City's program year in accordance with 24 CFR 91.520(a).

The end of year assessment provides the basis for working together collaboratively to achieve the community's goals as well as meeting the mandates of the statutes. It includes a review of the City's planning process, its management of funds and its progress in carrying out the strategies and goals identified in the Consolidated Plan. Compliance with statutory and regulatory requirements, accuracy of required performance reports and evaluation of accomplishments in meeting key departmental objectives are also evaluated.

Bryan's CAPER captured the efforts and accomplishments of PY 2023 which was the fourth year of the City's five-year Consolidated Plan. During this reporting period, the city received \$1,756,487 in Community Development Block Grant (CDBG) funds, and \$1,008,519 in HOME Investment Partnerships Program funds. In 2020, the City of Bryan received CARES Act funds from the Coronavirus Aid, Relief and Economic Security Act. For CDBG-CV, and 100% was expended.

Along with the CAPER, several IDIS based reports are also reviewed. The reports include but are not limited to the *List of Activities by Program Year and Project* (PR02) *CDBG Activity Summary Report* (PR 03), *Program Income Details by Fiscal Year and Program* (PR09), and the *CDBG Financial Summary Report* (PR26), the *60 Day Ratio Report* (PR56). These reports reflect whether a grantee is spending funds timely and meeting other regulatory and statutory requirements.

The PR02, *List of Activities by Program Year and Project* report provided a detailed overview of activities undertaken by Bryan during the program year. The data identifies the project, and the amount of funding allocated and expended for each activity. Additionally, the report reflects the status of each activity as open, completed or canceled. The PR 02 for Bryan report reflected six activities were completed: #1150, #1151, #1152, #1153, #1154, #1155. Two projects were reflected as open: #1159, and #1160. The city of Bryan is reminded to regularly update performance data in IDIS.

The IDIS PR26 *CDBG Financial Report* reflects CDBG spending during the program year including the percentage of funds benefiting low- and moderate- income residents and obligated for public services and administration and planning activities. The CDBG statutory requirement for overall benefit to low- and moderate-income persons is 70%. Bryan's CDBG PR26, reflected a 94.58% low- and moderate-income benefit. We congratulate the city for exceeding the minimum 70% percent standard. Additionally, the report reflected that the city expended 14.33% of its grant for public services and 19.09% for planning and administration. Both ratios were within the allowable cost requirements of 15% and 20% respectively. The PR26 CDBG CV Financial Summary Report reflected the city completed all its funded projects. It reflected that 100% of the \$1,098,090 award was expended and had 100% low- and moderate- income beneficiaries.

The PR56, *CDBG Entitlement Communities Timeliness Report* documents the timeliness of a CDBG grantee. HUD regulation at 24 CFR 570.902 requires CDBG grantees to spend their funds in a timely manner. A grantee is considered timely if 60 days prior to the end of their program year the balance of grant funds in its line of credit does not exceed 1.5 times the annual grant. A review of PR56 reflected that Bryan met its timeliness ratio for Program Year 2023 with a 1.38 ratio. The city's next timeliness test is August 2, 2025.

We request that you also provide a copy of this letter to the Independent Public Accountant who performs the single audit of the city of Bryan. Please recognize that the comments and conclusions made in this letter are subject to a 30-day review and comment period by the city.

We may revise this letter after consideration of Bryan's review, and will make the letter, the city's comments, and any revisions available to the public within 30 days of receipt of the city's comments. Absent any comments by the city, this will be considered the final letter on this subject. Bryan is congratulated on its accomplishments achieved during the PY 2023.

If you have any questions, please contact me or Darlene Swearington, Senior Community Planning and Development Representative, at 713-718-3124 or via email at Darlene.B.Swearington@hud.gov

Sincerely,

A handwritten signature in black ink, appearing to read 'Stacia L. Johnson', written over the printed name.

Stacia L. Johnson, Director
Community Planning and Development